

PERSONALLY IDENTIFIABLE INFORMATION PRIVACY NOTICE

Bankruptcy cases and their related adversary proceedings are public record. Do not place the full Social Security Number or Taxpayer Identification Number on any documents to be filed.

Documents which must include personally identifiable information must be redacted or truncated prior to filing. ([Fed. R. Bankr. P. 9037](#)). You may abbreviate the information as shown in the following examples:

Personally Identifiable Information	Redaction Examples
Social Security and/or Taxpayer Identification Number	Last four digits only Example: xxx-xx-1234
Financial Account Numbers	Last four digits only Example: XXXXXX1234
Birthdate	Year of birth only Example: XX/XX/1983
Names of Minor Children	Initials only (no names) Example: J.D in place of “John Doe”